

DEPARTMENT OF VETERANS AFFAIRS
Veterans Health Administration
HIV, Hepatitis, and Public Health Pathogens Programs
Clinical Public Health
Office of Public Health
Washington, DC

CALL FOR PROPOSALS

**Postdoctoral Psychology Fellowship in Clinical Psychology with an emphasis in
Hepatitis C and HIV for Academic Year 2014-2015 (Fiscal Year 2015)**

1. REQUEST FOR PROPOSALS

The VHA HIV, Hepatitis, and Public Health Pathogens Programs (HHPHP), part of the VHA Clinical Public Health (CPH) within the VHA Office of Public Health (OPH), in collaboration with the Office of Academic Affiliations (OAA) is announcing the availability of up to two additional positions for postdoctoral fellowships in Clinical Psychology with an emphasis on the mental health treatment of HIV and Hepatitis C (HIV/HCV). VHA facilities with existing American Psychological Association (APA)-accredited Postdoctoral Training Programs in Clinical Psychology, or programs not yet accredited but that have submitted, or will submit a self-study by August 23, 2013, are eligible to apply. Because programs that are already accredited will have an edge in the review process, only exceptionally strong programs that are not yet accredited should consider applying.

Funding decisions will be based primarily on the quality of the proposals submitted and the potential for provision of effective training within the areas of clinical focus for this Fellowship. Selected sites will be provided with funding effective Academic Year 2014-2015 [Fiscal Year (FY) 2015]. Continuation of funding for these pilot fellowships is anticipated for an additional two to three subsequent years, contingent on VHA's budget allocation.

Programs that are demonstrably able to offer high quality supervision, education, and mentorship focused on clinical psychology issues relevant to patients with HCV and HIV infection, particularly alcohol and substance use, are invited to apply. Programs must also be able to provide a specific rotation in substance use treatment of no more than 25% with a focus on treating substance use in the context of HCV and HIV. Programs located at VA Medical Centers with more than 1500 patients with HCV and more than 150 patients with HIV according to the VA's National HCV and HIV Clinical Case Registries (available at: <http://vaww.hepatitis.va.gov/data-reports/ccr-index.asp>; and <http://vaww.hiv.va.gov/data-reports/ccr-index.asp>) are strongly encouraged to apply. Additionally, programs in which there is an Infectious Disease or HIV Clinic and Liver or Hepatitis C Clinic that are highly supportive of psychology presence and participation in their interprofessional team environment are urged to apply.

This request for proposals is aimed at increasing opportunities for the training of psychologists in the care of Veterans with HCV and HIV. Addressing the significant behavioral, mental, and physical health needs of these patient populations promotes health, wellness, and successful treatment and disease management. This is especially timely given the increase in the treatment of HCV across the system due to the availability of new HCV medications.

2. BACKGROUND

CPH responsible for designing programs that prevent illness, promote healthy behaviors, and support vulnerable populations. To support the growing need within VA to successfully treat Veterans with Hepatitis C and care for Veterans with HIV as well as increase the available mental health expertise within VA, CPH is expanding opportunities for Postdoctoral Fellowships in Clinical Psychology with an emphasis in HIV/HCV.

3. POLICY

- a. In collaboration with OAA, the HHPHP will maintain overall responsibility for the administration of the HIV/HCV Postdoctoral Fellowship Program.
- b. All positions requested must be for one-year full-time appointments, consistent with other VA Postdoctoral Fellowships. Trainees are expected to complete training within the one-year training program. Exceptions may be approved by OAA on a case-by-case basis.
- c. Facilities must demonstrate the ability to provide quality postdoctoral training in the diagnosis, treatment, and management of mental health and substance use disorders in patients with HCV and HIV infection.
- d. Applicant VA psychology fellowship programs must be accredited by the APA and approved by OAA. Programs that are not yet accredited but that have submitted, or will submit, a self study by August 23, 2013, are eligible to apply.
- e. Postdoctoral fellows recruited by VA facilities for this program must
 - (1) be graduates of APA-accredited doctoral programs in clinical or counseling psychology and
 - (2) have completed an APA-accredited psychology internship in clinical or counseling psychology and
 - (3) be United States citizens.
- f. CPH and OAA will provide approved VA facilities with funding for stipends, for VA's share of the Federal Insurance Contribution Act (FICA) contributions, and for VA's share of health and life insurance premiums. Continuation of funding will depend on availability of funds as well as successful implementation of the proposed programs.

4. CRITERIA FOR VA FACILITY ELIGIBILITY

- a. **The Nature of the Training Program**, populations served, training experiences provided, and qualifications and skills of faculty and staff must be appropriate to the VA mission and to the standards of the APA's Commission on Accreditation (CoA). Clinical settings should provide a range of experiences in the application of psychological principles, provide exposure to patients of varying backgrounds and cultures, and foster substantial responsibility in carrying out professional functions.

- b. Site Characteristics.** The facility must provide evidence of committed leadership, appropriate clinical and educational programming, and sufficient workload to support a culture of excellence in HIV/HCV psychology and substance abuse training. The site must demonstrate:
- i. Current APA accreditation of the existing Postdoctoral Fellowship program, or submission of self-study by August 23, 2013.
 - ii. Presence of Clinical Psychology supervisors, or delegated supervisors with experience working with HIV and HCV.
 - iii. Identification of an adequate number of privileged or credentialed psychology staff for provision of supervisory support, professional role modeling, and administrative functions. Identified staff should have a clearly articulated level of expertise and experience working with patients with HCV, HIV, and substance use disorders.
 - iv. Presence of existing training in substance use at either the intern or postdoctoral level.
 - v. Facilities with 1500 or more patients with HCV and 150 or more with HIV according to the VHA Clinical Case Registries.
 - vi. Willingness to adapt the fellowship schedule to allow for the fellows' participation in national HIV/HCV core curriculum didactic training.
 - vii. VISN, facility, and clinical leadership commitment to build and sustain an outstanding learning environment.
 - viii. Strong leadership by the facility's Designated Education Officer (DEO).
 - ix. Evidence-based clinical activities and workload to support the proposed training program.
 - x. Experience providing overall excellence in health professions education.
 - xi. Experience with or commitment to interprofessional training and care models.
 - xii. Administrative infrastructure to support the inclusion of the proposed additional fellow into the psychology training program.
 - xiii. V-Tel and telehealth technology utilized for communications with remote sites connected with the medical center.
 - xiv. Evidence of sound strategies for programmatic and learner evaluation.
 - xv. An identifiable clinical psychology leader.
 - xvi. An identified psychology training program director who is allowed sufficient protected time to adequately manage training program-related activities. Support for this protected time should come from the identified psychology

leader, from the training director's service line supervisor (if applicable), and from facility management. Psychology training directors generally spend 25% or more of their time in training-related activities, depending on the size and complexity of the training program.

- xvii. Release time for psychology staff who supervise trainees so they may engage in training-related activities. Support for this set-aside of time should come from the identified psychology leader, from the psychology staff's service line supervisor (if applicable), and from facility management.
- xviii. Facility willingness to support membership in the Association of Psychology Postdoctoral and Internship Centers (APPIC) and accreditation by the APA's CoA.

5. APPLICATION INSTRUCTIONS.

- a. A nonbinding Letter of Intent (LOI) to submit a proposal must be submitted to the HIV, Hepatitis, and Public Health Pathogens Program by 5:00 p.m. Eastern Daylight Time on **July 23, 2013**. This LOI should be no more than one page; it should specify the intent to apply for this Fellowship and the name and contact information of the Training Director. It need not provide details of the submission under development. The letter should be e-mailed in Word or PDF format to Maggie.Chartier@va.gov. The LOI will be used for planning reviews and for establishing a database of proposal information.
- b. The full proposal should be submitted electronically in one PDF file containing all of the required documents. **The proposal must be received at CPH by 5:00 p.m. Eastern Daylight Time on August 23, 2013.** The proposal should be sent to Maggie.Chartier@va.gov. The core document of the application should not be more than 10 single-spaced pages, excluding the transmittal letter and appendices. Pages must have at least one-inch margins all around and the font must be 12-point Arial or Calibri.
- c. The core document of the application (10 pages or less) must include these elements. Please follow this outline explicitly.
 - (1) Introductory Information
 - (a) Location and Name of Facility
 - (b) Names and email addresses of individuals to be notified of proposal review outcome, including facility Director and Designated Education Officer (DEO).
 - (2) Background Statement
 - (a) Describe the existing psychology clinical program at your facility. Describe staffing, recruitment and retention of staff, ongoing training of staff, and desirability of the VA facility as a training site. Relevant statistics related to HCV, HIV, mental health disorders, and substance use disorders, including numbers of patients currently seeking care, types of clinical programs (behavioral, medical, and mental health) operating at the facility and approximate demographics of

patients served should be included. Please see the VA Clinical Case Registry (CCR) for HIV and HCV caseload estimates in your facility's catchment area:

HCV CCR: <http://vaww.hepatitis.va.gov/data-reports/ccr-index.asp>

HIV CCR: <http://vaww.hiv.va.gov/data-reports/ccr-index.asp>

- (b) Describe current psychology training programs, including training at the practicum, internship, and postdoctoral levels. Please include a brief description of where recent graduates of postdoctoral training programs have been placed following successful completion of their fellowship.

(3) Training Program Description

- (a) Training Program Mission Statement. State the emphasis areas, purpose of the program, including philosophy, goals, and objectives.
- (b) Methodology. Describe specific competencies to be developed by trainees, with an emphasis on how evidence-based care will be taught. In addition, address other skills and activities that will be part of the program, including assessment, modalities of treatment, staff consultation, interprofessional treatment team participation, and opportunities for research.
- (c) Describe facility programs where psychological services are provided to patients and which will be available for clinical training (e.g. HCV/Liver Clinics, HIV/Infectious Disease Clinics, Substance Use Disorder Clinics). Describe opportunities for interaction between trainees and staff in psychology, medicine, and other disciplines. Include description of any minor optional clinical rotations available to the fellow as applicable. Describe any role that the local Health Behavior Coordinator may have in this fellowship.
- (d) Describe facilities and staff available to support the program, including office space, computer availability, and access to electronic resource materials and library support.
- (e) If research is a part of this proposal please also describe access to SPSS or other statistical packages and research mentorship, and a clear articulation of expectations for the fellow in terms of protected time, level of participation, and productivity.
- (f) Describe current V-Tel technology program.
- (g) Program Evaluation. Specify how the training program's effectiveness for meeting its training goals and objectives will be evaluated.

(4) Recruitment of Trainees. Describe how trainees will be recruited and selected.

d. Appendices may be up to 20 pages in addition to the 10 page core document limit and should include:

- (1) Transmittal letter from the facility Director, to include:

- (a) support for the program, including release time for the psychology Director of Training and psychology staff who supervise trainees.
 - (b) names, titles, and VA appointment status (e.g., full-time, 5/8, etc.) of the Psychology Leader and Director of Training.
 - (c) facility's agreement to continue paying APA accreditation fees (application fee, \$2250; site visit fee, \$3400; and annual fee, \$2,000), and APPIC fees (initial application fee, \$450; annual membership fee, \$300 for single programs or \$700 for combined internship and postdoctoral program membership).
- (2) List of staff who will be involved in the program, including Training Director, supervisors, faculty, medical clinic lead clinicians, and consultants. Please include the following information for each: name; degree; date of degree; university from which degree was received; primary clinical and research interests and expertise; VA appointment status; the number of hours that will be devoted to the program; university appointments; and American Board of Professional Psychology (ABPP) certification status, if applicable.
 - (3) Abbreviated Curricula Vitae of the Psychology Leader and Director of Training.
 - (4) Letters of support from the Veterans Integrated Service Network (VISN) Director, Facility DEO, and service line supervisor for the HCV/HIV program.
 - (5) Current APA accreditation status and date of next review, or date of Self-Study submission or site visit.

6. REVIEW PROCESS

The merit of applications will be assessed by an Ad Hoc Review Committee appointed by the Chief Academic Affiliations Officer. Applications will be reviewed within the context of APA accreditation criteria, APPIC guidelines, VA standards, and support of VA's Strategic Plans. The committee will evaluate specific items in the application that reflect:

a.	<u>Facility Commitment.</u> Evidence of a commitment from the VA facility and VISN to include a psychology fellowship with an emphasis area in HIV/HCV within an existing Psychology Training Program, including availability of support resources such as support staff, office space, library support, and computer access. A facility without a current accredited postdoctoral training program should not apply unless a self-study will have been submitted by August 23, 2013.	20 points
b.	<u>Quality of Clinical Psychology Training.</u> This includes a description of the general postdoctoral training program in clinical psychology, which must be fully accredited. The description must include expectations of the postdoctoral fellow, integration of the fellow with other fellows at the facility, general didactics, training program philosophy, ability of the program to provide both sufficient breadth and sufficient depth to ensure	30 points

	development of expertise as a clinical psychologist.	
c.	<u>Quality of Emphasis Area Training</u> . This includes defined clinical rotations in Infectious Disease/HIV Clinics Liver/HCV Clinics, and Substance Use Treatment programs. Qualifications of supervisory staff should be well articulated and include psychologists and collaborators or champions in associated medical clinics. The existing fellowship program curriculum that the fellow would participate in should also be fully detailed as well as release time for the fellow to participate in the weekly national HIV/HCV didactic training core curriculum (maximum of 4 hours per month).	35 points
d.	<u>Research</u> . Local research mentor identified and time reserved (up to 20%) for fellow to participate in the collection of programmatic evaluation data or other research related to mental health and HIV/HCV topics. Articulation of fellow's access to research mentorship and support in terms of resources and time.	15 points
	TOTAL	100 points

7. APPOINTMENT AND PAY

- a. The per annum training for Internship and Postdoctoral Psychology positions is locality based and may be found on the OAA Support website (<http://vaww.oaa.med.va.gov/>). CPH will provide approved facilities with stipends, VA's share (7.65%) of Federal Insurance Contribution Act (FICA) contributions, and VA's share of health and life insurance premiums. Other expenses connected with trainee recruitment, educational activities, or travel must be funded from other sources.
- b. Appointments will be made under 38 U.S.C. 7405(a)(1) for a period not to exceed three years. Actual salaries will be the proportionate amount of the per annum training rate determined in the manner prescribed by VA Handbook 5007, Part II, Chapter 2, paragraph 2.m. For PAID coding purposes, postdoctoral fellows will be identified by the use of Pay Plan N; Series Code 0180; Title Code 80, Assignment Code T5; Title, Psychology Postdoctoral Fellow; Subaccount, 1051; FTE, 0.5; Grade/Step, 00/N.
- c. Psychology trainees may be detailed to other educational institutions without loss of pay for not more than one-sixth of the time of their training period. (Reference: VA Handbook 5007, Part II, Chapter 2, paragraph 2.m.(1)(b))
- d. General Schedule annual and sick leave policies apply to trainees under this program. (Reference: VHA Manual M-8, Part II, Chapter 2, Paragraph 2.14). Trainees are eligible for life and health insurance benefits.
- e. Trainees will be protected from personal liability while providing professional services at a VA health care facility under the Federal Employees Liability Reform and Tort Compensation Act, 28 U.S.C. 2679 (b)-(d).

8. CONTACT PERSON: For information concerning this program announcement, contact Maggie Chartier, Psy.D., M.P.H., National Public Health Clinical Psychologist.

9. SCHEDULE

July 9, 2013	Announcement for Call for Proposals
July 23, 2013, 5:00 pm EST	Letter of Intent (Nonbinding) due to HHPHP
August 23, 2013, 5:00 pm EST	Application due to HHPHP: o be sent as a single PDF file to Maggie.Chartier@va.gov
September 11, 2013	Notification of selected sites
Between July 1 and Oct 1, 2014	Initiation of Program

10. RESPONSIBLE OFFICE

The Clinical Public Health Program Office, in collaboration with Office of Academic Affiliations, is responsible for this call for proposals. If you have any questions, please contact Maggie Chartier at: Maggie.Chartier@va.gov or 415-264-0878.